

How to Become a Document Holder

And Be Automatically Notified Regarding A Specific Solicitation

You'll be able to view the contract plan documents and/or download the project plans for a fee of \$10 by following the steps below. If you download the plans, then you will be on a list of Document Holders for that project. The benefit is anytime there is an Addendum and Notice of Award for that project, you will be automatically emailed.

1. Click on the blue Contract Number in the Contracting Opportunities page.

Division Number	Title/General Description	Issue Date	Due Date	Type
Transit 16P103	2016/2017 Bus Stop Sign Installation	5/4/2016	6/9/2016	IFB
ES 16P079	Bloomington Interceptor Rehabilitation	5/20/2016	6/16/2016	IFB
Transit 16P057	OHB Trash Compactor Replacement	5/23/2016	6/16/2016	IFB

- a. The project advertisement will open up in another window.

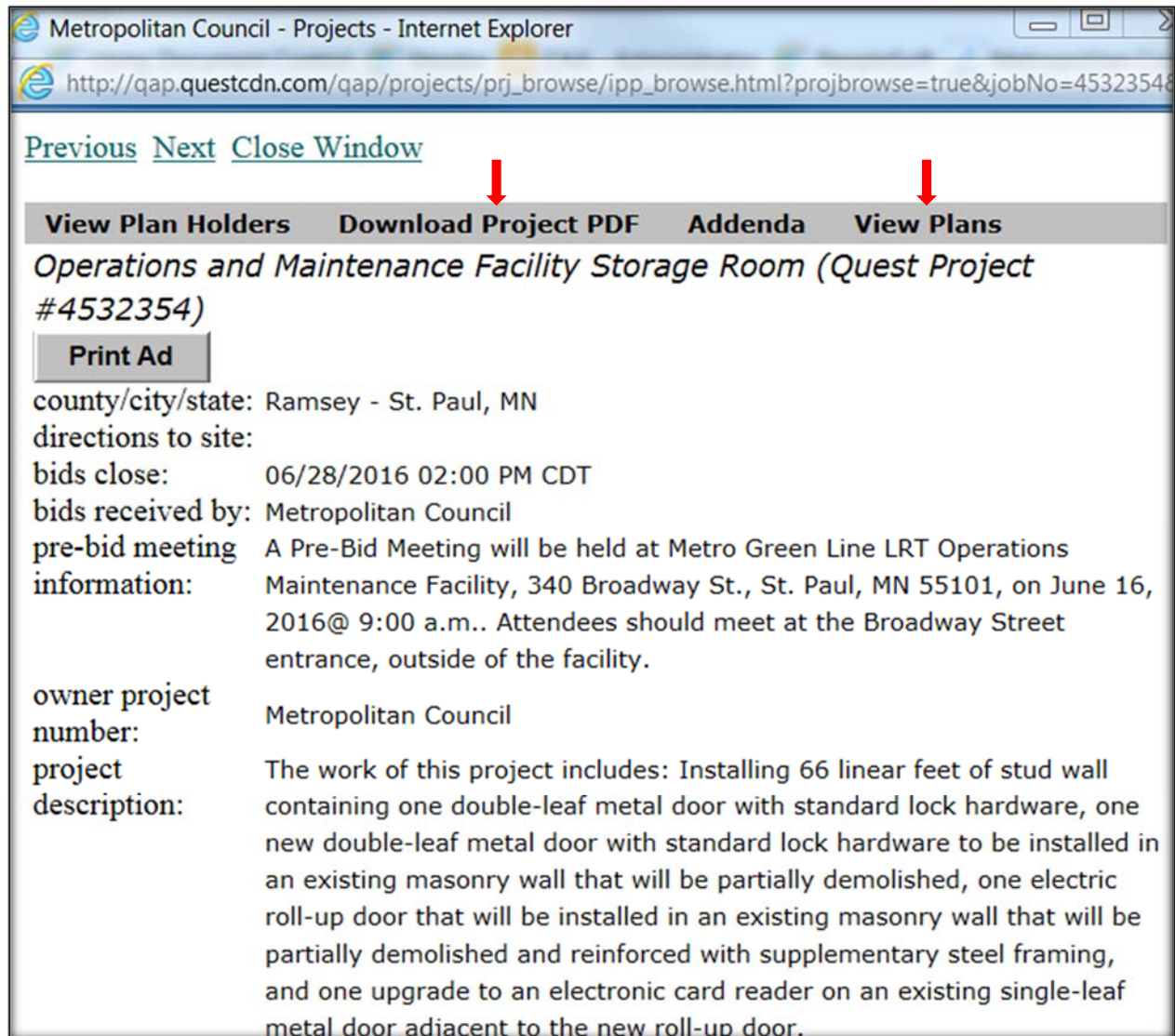
2. Click on the blue "Click here" link in the project advertisement description. Be sure to copy the eBidDoc number.

[Click Here](#) to view plan documents for no charge and to download them for a nonrefundable cost of \$10.00. Input QuestCDN eBidDoc™ 4532354 on the website's Project Search page. Contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in downloading and working with the digital documents.

3. QuestCDN will open up in a new window.
 - a. Enter the QuestCDN eBidDoc™ Number in the "Search Projects" field.

Browse Projects	Project Results	My Quest Account	
Project Number: <input type="text" value="4532354"/> <input type="button" value="search"/> <input type="button" value="Show all"/> <input type="text" value="20 per Page"/> <input type="button" value="Helpful Notes"/>			
click on Project Name to see detailed advertisement			
Post Date/Time	Category	Name	Bid Date/Time
06/07/16 02:58 PM	Buildings Rehabilitation/Renovatio Buildings/Public Construction Masonry Construction & Restoratio Miscellaneous Public Transit Center	Operations and Maintenance Facil	06/28/2016 02:00 PM

4. A new window will open up. This is the project information page, click on “View Plans” or “Download Project PDF” located above the project name.



Metropolitan Council - Projects - Internet Explorer

[Previous](#) [Next](#) [Close Window](#)

[View Plan Holders](#) [Download Project PDF](#) [Addenda](#) [View Plans](#)

Operations and Maintenance Facility Storage Room (Quest Project #4532354)

[Print Ad](#)

county/city/state: Ramsey - St. Paul, MN

directions to site:

bids close: 06/28/2016 02:00 PM CDT

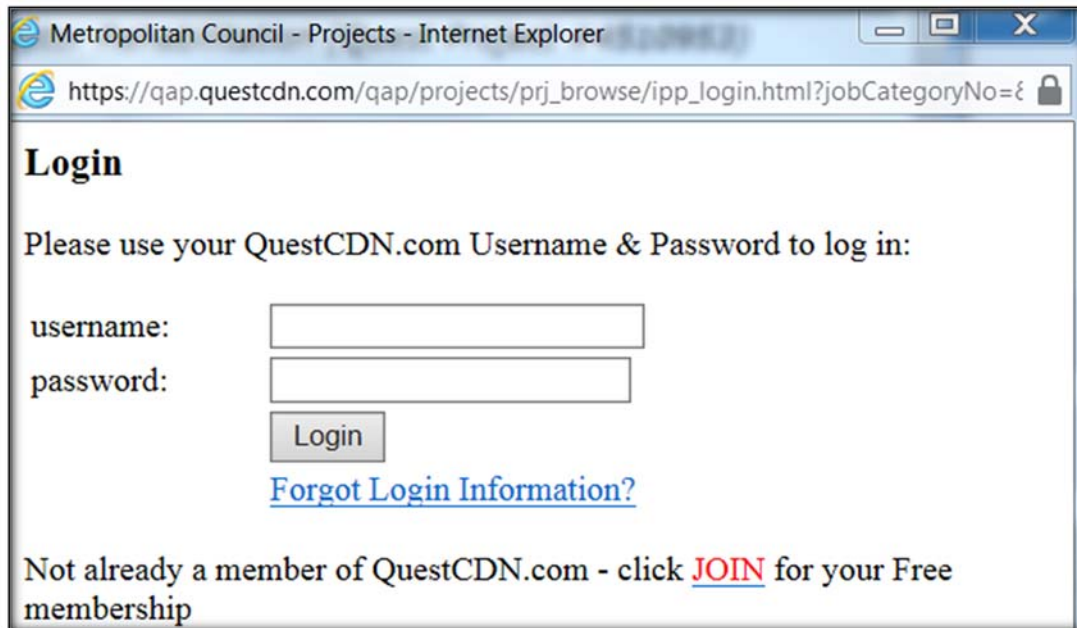
bids received by: Metropolitan Council

pre-bid meeting information: A Pre-Bid Meeting will be held at Metro Green Line LRT Operations Maintenance Facility, 340 Broadway St., St. Paul, MN 55101, on June 16, 2016@ 9:00 a.m.. Attendees should meet at the Broadway Street entrance, outside of the facility.

owner project number: Metropolitan Council

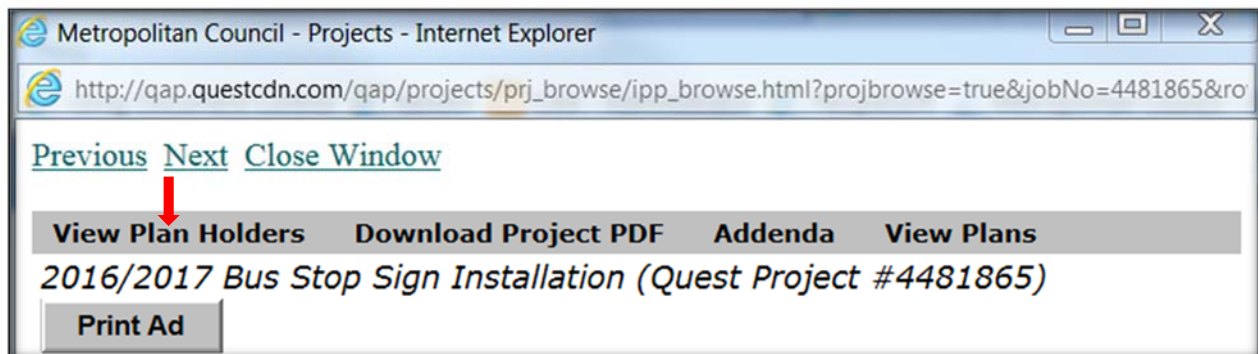
project description: The work of this project includes: Installing 66 linear feet of stud wall containing one double-leaf metal door with standard lock hardware, one new double-leaf metal door with standard lock hardware to be installed in an existing masonry wall that will be partially demolished, one electric roll-up door that will be installed in an existing masonry wall that will be partially demolished and reinforced with supplementary steel framing, and one upgrade to an electronic card reader on an existing single-leaf metal door adjacent to the new roll-up door.

5. If you click on “Download Project PDF”, you will need to “Join” QuestCDN.com in order to pay the \$10. You have the option of a free membership.



The screenshot shows an Internet Explorer window titled "Metropolitan Council - Projects". The address bar displays the URL: https://qap.questcdn.com/qap/projects/prj_browse/ipp_login.html?jobCategoryNo=é. The page content includes a "Login" heading, a prompt to use QuestCDN.com credentials, input fields for "username:" and "password:", a "Login" button, and a link for "Forgot Login Information?". At the bottom, it states: "Not already a member of QuestCDN.com - click [JOIN](#) for your Free membership".

6. After downloading the project PDF, you are automatically on the “Plan Holder List”. Being on this list enables you to be automatically notified if an Addendum is issued and when the Notice of Award to all is issued.



The screenshot shows an Internet Explorer window titled "Metropolitan Council - Projects". The address bar displays the URL: http://qap.questcdn.com/qap/projects/prj_browse/ipp_browse.html?projbrowse=true&jjobNo=4481865&ro. The page content includes links for "Previous", "Next", and "Close Window". Below these links is a red arrow pointing to the "View Plan Holders" button. Other buttons visible are "Download Project PDF", "Addenda", "View Plans", and "Print Ad". The main heading is "2016/2017 Bus Stop Sign Installation (Quest Project #4481865)".

If you need further assistance in downloading and working with the digital documents, please contact QuestCDN at 952-233-1632 or info@questcdn.com.