

PLANETBIDS VIEW ONLY GUIDE

No registration is needed to view bid information, prospective bidders list, public documents, questions & answers (Q&A), addenda, bid results, or award information.

To proceed with PlanetBids view only access, follow the instruction below:

- 1) Type in the URL to your web browser or click the following link to go directly to PlanetBids, the City of Santa Monica's vendor portal site: <https://www.planetbids.com/portal/portal.cfm?CompanyID=15167>
- 2) Select "**Bid Opportunities**" from the City of Santa Monica vendor portal homepage.

City of Santa Monica VENDOR PORTAL

Click on "Bid Opportunities"

New Vendor Registration
Create a new vendor record.
If you wish to view or edit an existing vendor, simply Log In with your Email Address and Password.

Bid Opportunities
Search for bid opportunities with this agency, download documents, become a prospective bidder, and electronically bid on projects.

My Contracts UNAVAILABLE
Manage your awarded contracts, record payments, add subcontractors, produce reports and charts.

Certified Vendors UNAVAILABLE
Find Certified Vendors

Contracts UNAVAILABLE
View public information regarding agency contracts.

My Insurance UNAVAILABLE
View and fulfill insurance requests/requirements.

News & Events
News and current events in the world of this agency.

Home Documents Help Users Guide ?

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3) This opens the City of Santa Monica **Bid Opportunities** screen as shown below.

The screenshot shows the 'Bid Opportunities' interface with search filters and a table of results. The search filters are: Keyword (empty), Stage (All), Bid Type (All), Category (empty), Department (All), and Due Date (empty to empty). The table contains 2004 results with columns for Posted, Category, Project Title, Invitation #, Due Date, Remaining, Stage, and Format.

Posted	Category	Project Title	Invitation #	Due Date	Remaining	Stage	Format
12/05/2017	95825, 95878, 96129, 96273, 97100	CIVIC AUDITORIUM	152	03/01/2018	28 days	Bidding	Paper only
01/29/2018	91894, 96882	RFP WILSHIRE/26TH/CLOVERFIELD TRAFFIC SIGNAL TIMING	12918	02/15/2018	14 days	Bidding	Paper only
01/26/2018	05500, 72100, 90005, 90006, 90007	SURVEILLANCE EQUIPMENT & SERVICE	4317	02/15/2018	14 days	Bidding	Electronic only
01/26/2018	90005, 90006, 91039, 96221	STOPS & ZONES CUSTODIAL SERVICES	4316	02/15/2018	14 days	Bidding	Electronic only
01/29/2018	07000, 90007, 90008, 99882	CNG SMALL REAR LOADER	4301	02/15/2018	14 days	Bidding	Electronic only
01/29/2018	06000, 07000, 90008, 99882	CNG STAKEBED TRUCK - WATER	4300	02/15/2018	14 days	Bidding	Electronic only
01/29/2018	05500, 06000, 07000, 90007, 90008, 90022, 96889	FORKLIFT	4298	02/15/2018	14 days	Bidding	Electronic only
01/29/2018	40500, 90662, 95850	UNLEADED FUEL	4296	02/15/2018	14 days	Bidding	Electronic only
01/17/2018	90025, 90900, 91200	Big Blue Bus - Fuel System Modification	SP2371	02/14/2018	13 days	Bidding	Paper only
01/04/2018	90021, 90614, 95820, 96270	RFP MORTUARY AND TRANSPORTATION SERVICES	155	02/12/2018	11 days	Bidding	Paper only
01/30/2018	91838, 91875, 91883, 96153	RFP WORKPLACE MODERNIZATION & CHANGE	156	02/09/2018	8 days	Bidding	Paper only
01/25/2018	20400, 20500, 20700, 91828, 91829, 92000, 9582	PALO ALTO SUPPORT RENEWAL	56061-OR	02/09/2018	8 days	Bidding	Electronic only
12/21/2017	05500, 06000, 07000, 07500, 86300, 90005, 9000	TIRE LEASE	4294	02/07/2018	6 days	Bidding	Electronic & Paper
01/22/2018	55000, 91200, 91894, 96880, 96884	THERMOPLASTIC STRIPING MATERIALS	55507-OG	02/06/2018	5 days	Bidding	Electronic only
01/08/2018	90600, 90775, 90779, 91200, 92500	Airport Building Assessment	SP2508	02/05/2018	4 days	Bidding	Paper only
01/18/2018	28000, 28500, 69100, 91438	LOCAL ELECTRICAL SUPPLIES	4306	02/01/2018	3:21:18	Bidding	Electronic only
12/12/2017	20500, 28700, 31800	RFP MOBILE TICKETING SOLUTION FOR BIG BLUE BUS	153	01/31/2018		Closed	Paper only
12/29/2017	90010, 90036, 90640, 91500, 96190, 96207	RFP COMMUNICATION AND OUTREACH	122917	01/30/2018		Closed	Paper only
12/29/2017	36000, 36500, 91025	ACBH FLOOR REPLACEMENT	55873-OR	01/29/2018		Closed	Electronic only
12/28/2017	90900, 91200, 91336, 91350	MONTANA & ASHLAND AVE. WALKWAY	55765-OR	01/29/2018		Closed	Electronic only
12/07/2017	90600, 90640, 91897, 95895, 96863, 98852	Site and Utility Design Services for Beach Maintenance Yards	SP2521	01/24/2018		Closed	Paper only
12/21/2017	90600, 90640	Airport Building As Built Documentation	SP2508	01/23/2018		Closed	Paper only
12/01/2017	72100	CCTV CAMERA EQUIPMENT REPLACEMENT	151	01/22/2018		Closed	Paper only
01/04/2018	91894, 96880, 96882	TRAFFIC SIGNAL MAINTENANCE	54554-OG	01/22/2018		Closed	Electronic only
12/06/2017	90900, 91000, 91026, 91200	Big Blue Bus Administration Building HVAC Improvements at	SP2502	01/22/2018		Closed	Paper only
12/05/2017	28000, 28500, 65900, 67000, 69100, 82000, 8450	Citywide General Contractor and Specialty Contractor Pre-	SP2524	01/22/2018		Closed	Paper only
11/22/2017	90900, 91200, 92500	Progressive Design-Build Services for Sustainable Water	SP2456	01/17/2018		Closed	Electronic & Paper
12/20/2017	20400, 20500, 91828, 91829, 92000	DELL COMPELLENT SUPPORT RENEWAL	56018-OG	01/12/2018		Award Pending	Electronic only
12/12/2017	99102	Commissioning Services for City Services Building	SP2250	01/11/2018		Closed	Paper only
12/12/2017	42056, 91056, 91065, 91200, 91461, 96900	Pico Branch Library Tenant Improvements	SP2532	01/08/2018		Closed	Paper only
12/19/2017	43000, 89500, 91076	WELDING GAS	55762-OG	01/08/2018		Closed	Electronic only
12/12/2017	20400, 20500, 91828, 91829, 92000	RUCKUS AP PURCHASE AND SERVICE	4310	01/03/2018		Closed	Electronic & Paper
12/04/2017	20500, 91829	RFP BUSINESS PROCESS MANAGEMENT SOFTWARE AND	150	01/02/2018		Closed	Paper only
11/15/2017	91509, 91509, 91509, 91509	PER ORGANIZATIONAL DEVELOPMENT, TEAMWORK AND	149	12/22/2017		Canceled	Paper only

4) You may search bid opportunities by using one of the **fields** below to narrow your search.

- Keyword
- Stage (Planning, Bidding, Closed, Award Pending, Awarded, Canceled, Rejected)
- Bid Type (Bid, RFI, RFP, RFQ, RFQual)
- Category (Currently 557 Category codes to choose from)
- Department
- Due Date

The screenshot shows the search interface for Bid Opportunities. It includes fields for Keyword, Stage (set to All), Bid Type (set to All), Category, Department (set to All), and Due Date. There are 'Clear' and 'Search' buttons.

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5) You may also click on the header titles to sort by that title as shown below.

Posted	Category	Project Title	Invitation #	Due Date	Remaining	Stage	Format
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6) Double-click on the solicitation you are interested in obtaining further information on.

7) This opens the **Bid Information** tab with bid details.

CIVIC AUDITORIUM - 152 28 days 4:05:58

Bid Information | Line Items | Documents/Attachments | Addenda & Emails | Prospective Bidders | Bid Results | Awards

Bid Detail

Project Title: CIVIC AUDITORIUM
Invitation #: 152
Bid Posting Date: December 5, 2017 3:52 PM (Pacific)
Project Stage: Bidding
Bid Due Date: March 1, 2018 4:00 PM (Pacific)
Response Format: Paper only

Project Type: RFP (Request For Proposal)
Response Types: Line Item
Type of Award: Lump Sum
Categories: 95825 - Conservation/Resource Management Services
95878 - Property Management Services
96129 - Economic Impact Studies
96273 - Restoration/Reclamation Services Of Land And Other Properties
97100 - Real Property Rental Or Lease

License Requirements

Department: Purchasing
Address: Santa Monica, California
County: Los Angeles

Bid Valid
Liquidated Damages
Estimated Bid Value
Start/Delivery Date
Project Duration

Print Done

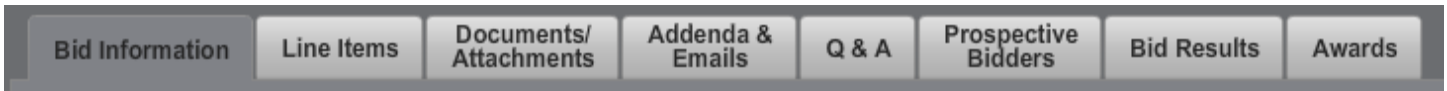
8) Continue to click through each **tab** to obtain information for:

- a. Line items
- b. Documents/Attachments – To download bid documents, you must log in. This message appears above the bid documents to remind you to log in if you wish to view the documents.

Electronic Attachments Double click to view details and to download individual documents. * = requires log in

- c. Addenda & Emails
- d. Q & A (questions and answers)
- e. Prospective Bidders list
- f. Bid results
- g. Award information

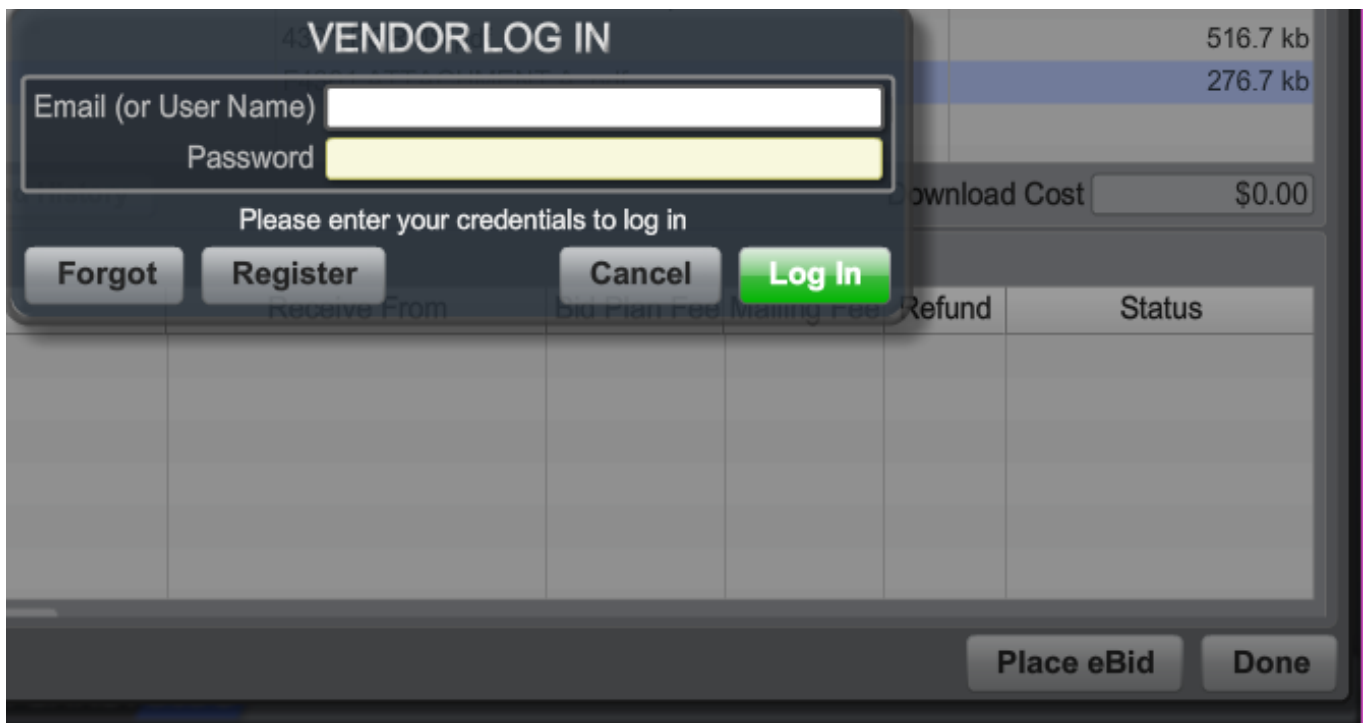
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9) You **MUST** register as a vendor and log in when you wish to do one of the following:

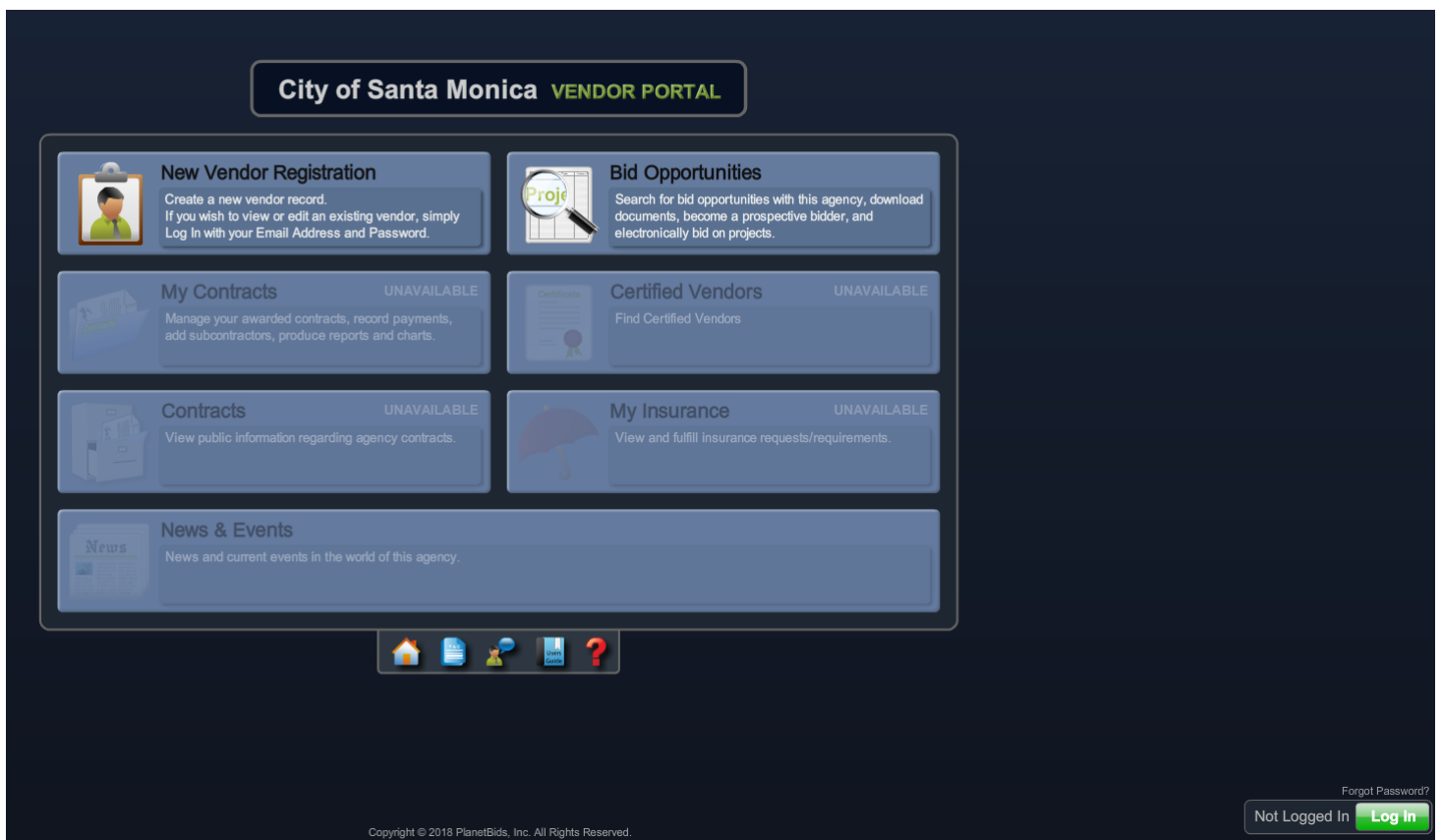
- a. Download private bid information package documents
- b. Submit a question to a bid
- c. Acknowledge addenda
- d. Receive email notifications about bid opportunities
- e. Submit a bid electronically

The system will prompt you to log in if you wish to download the bid documents or place an e-bid.



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You can also Log in from the PlanetBids home page, on the bottom right corner is a Log In button.



If you have never registered before and do not have a Log In with a username and password, please view our Vendor Registration Guide for assistance to register:

[City of Santa Monica Vendor Registration Guide](#)

<https://finance.smgov.net/doing-business/procurement/planetbids#toc-registration>

[Vendor Registration Guide in PDF format](#)

https://finance.smgov.net/Media/Default/doing-business/with-Santa-Monica/PlanetBids_VendorRegistrationGuide.pdf