

Jobs For Main Street

ITEMS TO WATCH / COMMON MISTAKES

When submitting Bid Packages to your INDOT District:

- Title Sheet not signed by Local Agency
- Project Limits no shown on Title Sheep Map
- Contract No. and/or Des. No. not printed on every sheet
- Pages numbered incorrectly
- Index Missing
- Plan size incorrect
- Included proprietary items
- Missing cross sections (for projects with grading)
- Excluding areas near Railroads
- Scarification not included
- Submissions need to be on 8 ½ x 11 or 24 x 36 paper sizes only
- In ERMS, you need to make sure everything is correct before submitting (i.e naming convention, file type, etc.)

