

City of Superior
Finance/Purchasing Department

BIDDING INFORMATION

1. Bids are advertised in the Superior Daily Telegram, in the “legal ads” section (box-type ads are used occasionally). Ads may also be placed in the Duluth News Tribune.
2. Bidding documents may be **VIEWED**:
 - A. On line at Demandstar.com. Click <http://www.demandstar.com/>
 - B. City of Superior
Government Center 2nd floor
1316 North 14th Street
Superior, WI 54880
 - C. The Duluth Builders Exchange
802 Garfield Avenue
Duluth, MN 55802
3. Bidding documents may be **OBTAINED** only from Demandstar.com.
 - A. Suppliers who wish to receive automatic notification of bid opportunities or participate in on-line quotes, <http://www.demandstar.com/my/> for **on-line Vendor Registration**. (Please note that there is an annual membership fee associated with this service.)
 - 1) Members of Demandstar.com will receive direct notification of bidding opportunities for the City of Superior and may download the documents at no additional cost.
 - B. Non-members of Demandstar.com may have access to a list of bids and may have access to download bidding documents for a fee of \$5.00 per bid. To download bidding documents, complete a short information form and supply Demandstar with a credit card number for the \$5.00 fee. Go to Demandstar.com front page “VIEW BIDS” for details by clicking <http://www.demandstar.com/>
 - C. Become an AGENCY MEMBER at no cost. A non-member of Demandstar may sign up for notification of bid opportunities for the City of Superior (the agency) by clicking <http://www.demandstar.com/>
 - 1) As an AGENCY MEMBER you will receive automatic bid notifications and **free** bidding document download access.
 - 2) Once you have completed a short information form you will be notified by Demandstar via e-mail (in approximately 24 hours) when a bidding opportunity from the City of Superior is available to you. At that time you will be able to download the bidding documents.
 - e. If a bidder has no access to the internet, contact may be made with Demandstar via telephone at 1-800-711-1712.
- 3.. For more information you may contact the City of Superior Contract Analyst at 715-395-7557.

As of February 9, 2001 the City of Superior longer sends unsolicited bid notices or documents. For more information, please refer to the letter sent to all City suppliers, dated December 11, 2000