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| COLORADO DEPARTMENT OF TRANSPORTATION COVER SHEET FOR ESB REIMBURSEMENT | Name of Firm: | Date of Bid: |
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To qualify for a reimbursement of a one-month basic subscription to Bid Express software and a one-time fee for a Bid Express digital ID, a firm must:

- (1) Be ESB Certified;
- (2) Submit a bid for a qualifying CDOT restricted project; and
- (3) Submit all required reimbursement documentation (*see below*) to CDOT within 60 days of the firm's bid on the qualifying CDOT restricted project.

Instructions:

- Each invoice for reimbursement must include this Cover Sheet for ESB Reimbursement, a W-9, and a copy of the invoice from Bid Express.
- All reimbursement documentation must be submitted via e-mail to Debra.lancaster@state.co.us within 60 days of the firm's bid.

Please contact CRBRC if you have any questions about this process at 303-512-4140.

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| FOR CDOT USE ONLY: | |
| Reviewed and approved for payment by: | Date: / / |

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