

Instructions to Download Amendment Files

Download the amendment files for the project(s) that you had previously ordered per the steps listed below.

Downloading Amendments

1. Go to the Contracts Administration Office Web Site at <https://www3.dot.state.fl.us/ContractProposalProcessingOnlineOrdering/> and go to the Order History for your Company, select the order containing the documents that have been revised.
2. Download the amendment file(s) into the same folder that you downloaded the EBS File.
3. Open the EBS File in Expedite Bid and load the amendment file(s).

Notes:

1. Orders that are placed after the issuance of an Amendment file will automatically contain the Amendment file(s) for download on the Order Screen.
2. Failure to load all amendment files will cause the bid to be rejected.