



## FORCED ACCOUNTS/ALLOWANCES

Forced accounts and/or allowances are utilized on bid forms when the posting agency has a dollar amount assigned to a specific line item/description. This amount is clearly defined and is the same for all bidders.

When a pricing form/bid form contains a forced amount or allowance (a price that bidders must include) use the language “NOTE: All bidders shall include \$\_\_\_\_\_ for this line item” (or similar) at the end of the description. The “Unit of Measure” is “Lump Sum” and the “Quantity” is “1.”

Example (From .CSV File)

9	8	4B	Base Bid Item #8 Description. Allowance. NOTE: All bidders shall include \$10,000 for this line item.	Lump Sum	1	b
---	---	----	---	----------	---	---

Example (From a project in PennBid)

14	BASE	PennDOT Class B flowable fill complete in place.		CY	10.0000
15	BASE	PennDOT Class A concrete complete in place (not for thrust blocking).		CY	10.0000
16	BASE	Force account work as ordered by OWNER/ENGINEER - see Section 011000. Bidders shall input \$20,000 for this item.		Lump Sum	1.0000

NOTE: Bidders are responsible for entering the correct allowance amount in the unit price box.