

Finding a Quality Contractor at a Fair Price

When performing a capital project, one of the primary factors is the actual cost. Often estimates have already been determined and budgets set, but the final actual cost needs to be determined. The Bidding/Negotiating Phase is primarily when this cost is determined. Bids are solicited from contractors by advertisement, invitation, or negotiation whereby each contractor provides a price to perform the project work.



The Process

In order to obtain bids, StructureTec distributes the bidding documents. These bidding documents

are usually prepared during the Construction Document Phase and include the bid solicitation, instructions to bidders, bid forms, supplements, contract forms, conditions of the contract, specifications, and drawings.

Having a pre-bid meeting will help ensure that all bidders understand the full scope of the project and can conform to all requirements.

StructureTec always reviews these Construction Documents at a pre-bid meeting. Attendance is usually mandatory at this meeting for all potential bidders. During this meeting, all the basic project information is explained and any questions regarding the information are answered. The date and time for receipt of bids are outlined, as well as being written in the bidding documents. Each bidder knows exactly what has to be accomplished and can organize to meet the deadline. This process establishes fair, equitable, and competitive procedures for obtaining bids.

Bids are usually formatted to reflect a stipulated sum or base bid. In some instances, alternatives, allowances, and unit prices are also acquired. This procedure provides the owner with a guaranteed price to perform the work. However, if more work is deemed necessary or advisable, the framework for additional work has already been established, as-

Bidding Documents

- Bid Solicitation
- Instructions to Bidders
- Bid Forms
- Supplements
- Contract Forms
- Conditions of the Contract
- Specifications
- Drawings
- Addenda

The deliverable produced by this phase is a confirmation of the price to perform the work specified in the Construction Documents, ensuring a quality contractor at a competitive price.

