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# Ωmega Church Consultants, Inc.

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architectural • financial • consulting  
construction management

## The Bid Process – Part I

The bid process varies depending upon whether the builder will be selected before or after the drawings are complete. If the builder is already determined, he can assist the church early in the plan development process by soliciting proposals from subcontractors and suppliers. If the project is to be competitively bid by several builders, the plans should be completed first, then the architect can assist the owner in receiving proposals from a few pre-qualified builders. The architect may charge an additional fee for this service.

In the former case, once the architectural design process has reached a certain level of development and detail, (usually upon completion of the Design Development plans), the church and its builder can begin soliciting proposals from qualified sub-contractors and suppliers. These proposals will be based upon the preliminary design and specifications so they are not firm bids yet but will help determine if the project is on budget. If no specifications are yet developed for certain elements of the project, the bidders may offer details of the specific materials and methods that they are proposing for the project. The owner then can consider the various proposals received and decide to incorporate any of these specifications into the final drawings. Once the final plans and specifications are complete, the bidders will be given a final chance to offer a firm bid for their piece of the project. Subcontracts can then be written based upon these firm bids.

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