Managing Your Bid Center Pipeline

- I Take control of your project pipeline with the smartest digital bid board
- All your bids and your entire team's bids, in one workspace
- Feel confident that your bid board is safe with secure sign on
- Instant updates, prioritized and ranked automatically
- Find and win more with the largest ITB & project data network
- One-click integration to your takeoff tools
- Example 2 Forward any ITB email and we'll add it to your Bid Center
- Quickly move projects through your pipeline from Inbox to Won

The Bid Center opens showing Tabs, which has 5 statuses to help you manage all your projects in one central location.

Inbox Under Review Bidding Bid Sent Won

Bid Center
E List □ Tabs □ Card
← Inbox ⑦ Under Review 9 Bidding 9 Bid Sent 13 Won 9

There are 2 other statuses located under the gear icon in the upper right of Bid Center. They allow you access to your Not Bidding and Archived projects. The default display will show you just active projects in your 5 main statuses to the left.

Bid Center	Load View Save View As
E List Tabs Card E Calendar Filters	 Display: ✓ Active Projects (Inbox, Under Review) Not Bidding (Inactive)
Inbox ⑦ Under Review ⑦ Bidding 10 Bid Sent 13 Won 9	Archived (Inactive)



Saved Views × Views allow you to customize how you want to see your data. You can easily switch between saved views that you have created. Saved Views Bidding in the Next 14 Days My Service Area Only

Bid Center gives you the ability to customize how you view your projects. Personalized views allow you to work and see your projects how you want to.

Saving a "view" allows Bid Center to re	emember how you want to see yo
Your saved view includes: • Applied Filters • Column Settings (order, size, sort) • Layout (List, Tabs or Calendar) View Name	
Enter a view name	

Quickly and easily respond to your ITB's by simply opening a project and selecting your response.

6)(construct connect .			
<u>ل</u> ا	☆ ·	- Indianapolis, IN		
т Q	Invitation from F	Construction, Inc.		Inbox Under Review 🗸 Bidding X Not Bidding
%	Received on Dec 20, 2021 @ 10:54am	ET		View History
\oslash	Constructio	on, Inc. Contacts	Bid Notes	
	CONCRETE (All Codes)	Other Contact	No Bid Notes	Respond to the invitation AND move your project to the corresponding status based
	Jessica C (770) 77 @ryconinc.com	Jessica ((770) 77 @ryconinc.com		

Bid Center							
E List ☐ Tabs	Card	🛱 Calendar	7	Filters			
Project Name				Status			
	rcial D	evelopment		Confirm F	Project		
	rcial D	rcial Development			Project		
	ssional ectural	ssional ectural Services		Bidding			
	xed-Us	e	•••	Under Rev	view		
	ovatio	ns		Bidding			
	Over (NCH	Wildcat S RD)		Won			
	22 - Ro nklin	otisserie		Won			
	ridge D	epartment		Bid Sent			

List view shows you all the active projects in one central location, within your Bid Center pipeline, regardless of what status they are

in.

Bio	d Center					L	oad View Save View As
	🗄 List 📋 Tabs 🛄 🕻	Card 🗰 Calendar 🛛 牌 F	Filters 🔇 🖻 >	Jul 2022 🔻		Mo	nth 👻 📿 Calendar Sync
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	26	27	28	29	30 Start Date 1400 Tons (More or Less)	1	2
	3	4 Start Date NACA Wastewater Treat	5	6 9:00am ET - Pre-Bid Mee High School Additions an	7 10:00am ET - Pre-Bid Me Learning Center Improve	8	9
	10	11	12	13	14	15	16
	17	18	19 2:00pm ET - Bid Date Learning Center Improve	20 1:00pm ET - Bid Date High School Additions an	21	22	23
	24	25	26 10:00am ET - Pre-Bid Me DeVilbiss Renovation Pro	27 End Date Panama City Port Author	28	29	30
	31	1	2	3	4 10:00am ET - Bid Date DeVilbiss Renovation Pro	5	6
_							

Stay on top of the Events in your Bid Center projects by viewing those important dates in the Calendar view.

Month 🔺	Calendar Sync
Two Week	aturday
Month	4

Within the Calendar view you can choose between a 2 week and a 1-month view.

Additionally, you can get organized by synching your calendar with your Bid Center calendar.

Calendar Connections 🗙							
Add calendar Use calendar connections to automatically track project events and updates on your personal calendar.							
Select your calendar provider:							
Google Calendar	Sync						
🗧 Microsoft Outlook	Sync						
💣 Apple iCalendar	Sync						
	View Link						

🖂 lr	Inbox Under Review Bidding Bid Sent Won G						
	Project Name	Status	Match	Bid Date	Location ↓	Source	Company
	-s - Eaton, OH	Confirm Project	N/A	Jun 1, 2021	1311 North Barron Street Eaton O	0	Presst
	Commercial Development	Confirm Project	N/A	Sep 10, 2021		0	
	High School Ground 🦂 🕤 😶	• Inbox	1/5	Dec 2, 2021	Indianapolis , IN		Boyle Construction Management Inc.
	lizabethtown, KY - All	• Inbox	1/5	Dec 9, 2021	Eli Invitation from KY Brad	Constructio	on Management
	Remodels multiple whio - All Trades	• Inbox	1/5	Dec 10, 2021	Columbus, OH		Amenteen racility Services
	chwood RAD Conversion ns - Main Trades	• Inbox	3/5	Dec 14, 2021	Cincinnati, OH		Graybach, LLC

Pro Tip: Hover your cursor over the icon in the Source column to see where that project is from.

Not quite sure on a project? Put it Under Review and look it over again later.

🗄 List 📋	Tabs 🛛 Card 🛱 Calendar	r 🖓 Filters		
🖾 Inbox 🏼 7	Under Review 🥑	Bidding 10	Bid Sent 13	Won 9
Project Na	ime	Status	Match	Company

🗄 List 🗖 Tabs 🔲 Card 🛱 Calendar 🍸 Filters							
☑ Inbox ☑ Under Review ☑ 	Bidding 10	Bid Sent 📧 🛛 Won 몔 🖉					
Project Name	Status	Match Company	Bid Date ↑				
	••• Bidding	3/7 Public					
	••• Bidding	5/7 Public	Mar 3, 2020				
	••• Bidding	2/7 Public	Dec 13, 2021				
	··· Bidding	1/5 Boyle Construction	Ma Dec 15, 2021				

Found a good project? Use your Bidding status to get your bid ready.

Pro Tip: Click on the column header to sort by the Bid Date.



Use Bid Sent to follow up on already submitted bids.

🗄 List 📋 Tabs 🔲 Card	🛱 Calendar	∀ Filters		
🖻 Inbox 🏼 🖉 Under Re	view 🔻 🔪 Bi	dding 10	Bid Sent 13	Won 🤋 🔪
		L		
Project Name		Status	Match C	ompany

Bid Center

E List ☐ Tabs ☐ Card	dar 🍸 Filters			
Inbox Duder Review	Bidding 10	Bid Sent 13	Won	
Project Name	Status	Match	Company	

Move all the projects you have been awarded to your Won status so that you can track your ROI.

Bid Center

Pro Tip: Use your Not Bidding & Archived statuses to keep your pipeline clean with only projects you are actively working.

Bid Center	Load View Save View As
🗄 List 🗀 Tabs 🗈 Card 🛱 Calendar 🖓 Filters	Display: ✓ Active Projects (Inbox, Under Review)
Inbox 1 Under Review 7 Bidding 10 Bid Sent 13 Won 9	Archived (Inactive)

Card View helps you organize your projects by assigned user, a specific location or building use, or upcoming bid. Simple dragand-drop functionality also lets you move a card (project) from one stage to another so that your team is always focused on the most important opportunities for your organization.





Construct connect.			
ⓓ	Filters Clear All 《		
+	Add Project Enter your own details and add your created project to the Bid Center		
Q	Add Project from Invitation to Bid (ITB) Click to copy link and forward your invite to		
&	bidcenter@constructconnectmail.com		
\oslash			
	Show More 🗸		

Add projects from anywhere to your Bid Center Pipeline so you can work all your projects in one central location.

Projects can be manually created or simply forward us the email with your ITB or project information.

The bell icon at the top of your screen is the Notifications Center.







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	Load View	Save View As
		Q ≣≣
	Not Bidding	C Archived
ocation	Assigned	

Saved Views allow you to customize how you want to see your data. You can easily switch between saved views that you have created. Simply select the Filters for just the data you want to see. Save View As also allows the user to create multiple customized views.



You can now select projects from Bid Center to Change the Status, Export Projects and **Archive Projects!**

	Change Status → ⊡
	🗠 Inbox 🧿 Under Review 🖪
	Project Lune
	Illford Center - All Trades
	Capital Circle NE /
	Center Project - All Trades
	Training Project - All Trades
atus 🔻	Change Status 👻 🕒
9 Expo	rt Projects Archive







PLUS, you can select projects from the Search results page and add them directly to Bid Center!





Respond	Go back	Scroll through	Share	Print, Download or Hide
Respond quickly and easily to ITB's from ConstructConnect and Smartbid GCs	Go back to your main Bid Center screen	Scroll through your Bid Center Projects	Share projects with any email address	Print, Download or Hide Projects OR Companies



Bid Center

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For more information on The Bid Center, please use this link to access our <u>Training Resource Center</u>. THANK YOU

BEFORE YOU BUILD.

Construct connect.

Let's Connect:

