



Our customizable virtual environment helps simplify the process with integrated tools for document publishing, management, ordering, distribution, and bidding.

Managing bid distribution is easier than ever with Avalon's online planroom. Our customizable virtual environment helps simplify the process with integrated tools for document publishing, management, ordering, distribution, and bidding – keeping teams connected and communication streamlined throughout your construction projects.

Secure electronic bidding

Avalon's sealed electronic bidding feature, which is free of cost for all municipalities and public entities, allows bidders to securely submit their bids – which remain locked and private until the bid date – via the Avalon planroom portal.

When the bid date arrives, you and your team can easily download and open the bid files and award the winning bids – all within a secure virtual environment.

Our online planroom allows you to:

- Stay informed about the activity of your job by viewing the list of subcontractors that have placed orders
- Post jobs for your subcontractors to view from their web browser
- Categorize jobs as public or private (and restrict access to private jobs by only providing the password to authorized subcontractors)
- Remove yourself from the transaction (subcontractors can place orders directly from our planroom)
- Send emails notifying all job planholders about revisions, addenda, or other updates

Bidders can:

- Access online planroom 24/7
- Preview a project's files, page for page to get a clear scope of work and determine if they would like to bid on the project
- Place orders for either hard copies or an electronic download of a project's files conveniently from their computer or mobile device

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Other features and benefits include:

- Real-time insights are offered via an electronic bidder list that can be checked at any time if the list is public. If a project owner opts to keep this list private, Avalon can provide the list of bidders at any time upon request.
- Addenda and additional project files can be added to the planroom same day when submitted during business hours. Anything sent after hours will be posted the following business day.
- Bidders will be notified by email and receive/download addenda instantly once an addendum has formally been posted.
- Printing costs are maintained on an as-needed basis as Avalon only prints orders for projects on demand.
- If instructed, Avalon can distribute a project's files to various other plan houses for advertisement using a secure file sharing service.

Printing costs:

Bidders paying the full cost of printing – Jobs will be made non-refundable to Avalon in the notice to bidders. Avalon will then set the price for orders once the files have been setup for printing.

Deposit jobs with subsidized printing costs – If a job requires a deposit check payable to an entity other than Avalon, we will collect the checks for that job and distribute them to the appropriate party once the bidding cycle has ended. The project owner will then be billed for the full cost of each print order by bidders.

Visit Avalon's [online planroom](#) or [contact us](#) for more information.

QUESTIONS?

For more information on any of our services, please contact:

Rebecca Rudell, Marketing Manager
rebecca.rudell@teamavalon.com