

Bid Conversations

Summary

Bid conversations are the dedicated message threads between you (GC) and each subcontractor during the bidding phase. They keep all bid-related communication tied to the specific bid package and trade(s) — preventing scattered emails, texts, or external tools — and provide a complete, auditable history directly inside BuilderPal.

This article covers the **General Contractor perspective**. Subcontractors see the same thread but with their own view — see [Communication in Bids \(Subcontractor\)](#).

How It Helps

- All scope questions, clarifications, exclusions, scheduling notes, and file exchanges stay attached to the bid package forever
- No more “Did you see my email?” or lost attachments
- Full transparency and audit trail when comparing bids or defending change orders later
- Faster, cleaner decisions because everything is in one place

How It Works

When a Conversation Opens

A bid conversation becomes available ****only** after the subcontractor is **approved to bid** on your package.

1. Invited subcontractors

When you send an invite via [Invite Bidders](#) and they accept → conversation opens immediately.

Either party can send the first message.

2. Subcontractors who request via Job Connector

Their request appears in your **Bid Requests** tab → you approve or decline → conversation opens only after you approve.

Where to Find Bid Conversations (GC view)

- **Inbox** – new messages, invite acceptances, and quote submissions create notifications
- **Bid Leveling screen** → subcontractor card → **Bid Conversation** button
- **Subcontractors tab** → select subcontractor → Bid Package section → message area

Multiple Trades in One Package

If your bid package contains several trades (e.g., Electrical + Low Voltage + Fire Alarm), the subcontractor uses the **same single conversation** for all of them. They can ask questions or submit bids for any or all trades inside that one thread.

What You Can Do Inside the Conversation

- Send/receive messages in real time
- Attach project documents, upload new files, or link Google Drive/Dropbox, or paste external URLs
- Clarify scope, specifications, scheduling, sequencing, exclusions, alternates, etc.
- Receive quote submissions and revisions directly in the thread

After You Award a Trade

The bid conversation stays open for reference, but day-to-day communication automatically shifts to the new **Project Job Chat** (or Action Chats) for the awarded trade(s). Each awarded trade becomes its own project on the subcontractor's side while remaining organized under your main project on your side.

Stopping Messages

There is currently no "close" or "mute" button. The conversation remains open as long as the subcontractor is connected to the project. To stop messages entirely, remove or disconnect the subcontractor from the project.

When to Use

Use bid conversations **any time** you need to discuss scope, pricing, scheduling, or documents with a bidder — basically every interaction from invite acceptance until award/decline.

Next Steps

- Invite or approve bidders → [Invite Bidders](#)
- Compare quotes → [Bid Levelling & Comparing Estimates](#)
- Award the trade → [Award or Decline Bids](#)

FAQ

Q: When exactly does the conversation become available?

A: Immediately after the subcontractor is approved (invite accepted or manual approval of a Job

Connector request).

Q: Do I get a separate thread for each trade in a multi-trade package?

A: No — one conversation per bid package, even if the package contains multiple trades.

Q: Can I message a subcontractor before they are approved?

A: No. The conversation only unlocks after approval.

Q: What if I award some trades but decline others to the same sub?

A: The single bid conversation remains the history for all trades. Awarded trades then get their own ongoing Job Chat; declined trades stay in the bid conversation only.

Q: Can I prevent a subcontractor from continuing to message after I've declined or awarded elsewhere?

A: Currently you must remove/disconnect them from the project to fully stop messages.

Related Articles

- [Invite Bidders](#)
- [Bid Levelling & Comparing Estimates](#)
- [Award or Decline Bids](#)
- [Communication in Bids \(Subcontractor\)](#)
- [Bid on a Job](#)
- [Invite-Only Jobs vs Public Jobs](#)

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