

Ultimate Checklist to Evaluate Contractor Bids

For owners, choosing the right contractors on your project can be a tough choice. Check off items from our list below to help you choose the right firm for your project.

Details on Pricing

Does the price adequately reflect the scope of work?

Is the pricing detailed so you understand exactly the value they provide?

If the bid is high, do they have a reasonable explanation?

If the bid is low, do they have a reasonable explanation?

Will change orders be included in the contract or are they separate?

Addressing Scope of Work

Is the proposal detailed and shows an understanding of the work needed?

Do they match the budget and schedule requirements?

Does the proposal match the specifications, drawings and layouts you provided?

Have they shown examples of projects in similar scope they have completed?

Quality of Proposal

Is the proposal relatively error and omission free?

Is the bid put together professionally?

Credentials, References and Certifications

If you know others who have worked with the firm before, do they have positive things to say?

Do they have a good rating with the Better Business Bureau (BBB)?

Do the references they provide check out and show a good working relationship?

Do they have a good Experience Modifier Rate (EMR)?

Are they fully licensed and have necessary certifications?

If your project needs special certifications, like LEED, do the contractors have the right credentials?

Are the subcontractors they work with licensed and bonded?

Does the company belong to any unions or trade organizations?

In-Person Evaluation

Do you have a good professional rapport with the team?

How well do they work with their teams on jobsites?

Do they keep jobsites clean and organized?

Do they use construction technology on site to help with collaboration, standardization and/or automation?

Are they up to date on all necessary training and have the correct PPE?