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?